



Government Support Services – Contracting
100 Enterprise Place
Suite # 4
Dover, DE 19904-8202

March 5, 2010

TO: ALL STATE AGENCIES, SCHOOL DISTRICTS, MUNICIPALITIES,
VOLUNTEER FIRE COMPANIES AND POLITICAL SUBDIVISIONS

FROM: SANDRA H. MCKINLEY
STATE CONTRACT PROCUREMENT OFFICER II

SUBJECT: AWARD NOTICE - CONTRACT NO. 06-551-RH, JANITORIAL SERVICES-
FACILITIES - SET ASIDE

ADDENDUM # 16

The purpose of this addendum is to add the following site to this contract with DELARF and Facilities Management - Set Aside as approved by the State Use Commission. Services will be provided by DELARF member, EasterSeals. This addition became effective February 19, 2010. Specifications and pricing are as follows:

Millsboro Verteran' Cemetery

Square footage – 3,286

Monthly cost - \$280.00

Annual cost for services - \$3,360.00

Services to be Performed Weekly:	Services to be Performed Monthly:
(Wednesday as requested)	
	Brush out office chairs
Empty and remove all trash	Dust window blinds
Dust all horizontal surfaces	
Full vacuum	
Dust/damp all hard surfaces flooring	
Full clean of all restrooms	
Spot clean all indoor glass	
Spot clean all doors and full clean door glass inside and out	
Brush out Chapel chairs	

S\551\06551AN16